

CSBG Recovery Act Local Plan

Please refer to your instructions prior to completing the Community Services Block Grant (CSBG) Recovery Act Local Plan.

Submit To:

Department of Community Services and Development
Attention: Community Services Division
P.O. Box 1947
Sacramento, CA 95812-1947

Section I - Agency Information

Agency	Economic Opportunity Council, Inc. of San Francisco
Address	1426 Fillmore Street, Suite 301
City	San Francisco, CA 94115

Agency Contact Person Regarding CSBG Recovery Act Local Plan

Contact Person	Nathaniel Mason, Jr.
Title	Executive Director
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Section II - Certification

- 1 **As a part of the efforts to ensure transparency and accountability, the Recovery Act requires Federal agencies and grantees to track and report separately on expenditures from funds made available through the stimulus bill. Please check to acknowledge that your agency is aware of this requirement and has the capacity to track CSBG Recovery Act program activities and expenditures separately from all other CSBG or other funding, including activities and expenditures carried out by delegate agencies and other service providers supported by subcontracts under Recovery Act funding.**

Board Chair

May 8, 2009

Date

Executive Director

May 8, 2009

Date

CSBG Recovery Act Local Plan

Section III - DUNS Number

Provide your agency's Data Universal Numbering System (DUNS) number. If your agency has not registered, do so and provide the number below.

DUNS Number	34287797
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Section IV - CCR Number

Provide your agency's Central Contractor Registration (CCR) number. If your agency has not registered, do so and provide the number below.

CCR Number	Pending - Please see the CCR Confirmation Statement
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Section V - Verification of Public Inspection

Provide verification of public inspection of your agency's CSBG Recovery Act Local Plan. Documentation of public inspection must also be provided, (i.e. copy of web page, e-mail blasts, etc.)

A) Describe how your agency made this Local Plan available for public inspection.

This Local Plan was posted on the web site of the Economic Opportunity Council of San Francisco on May 11, 2009. The web site address is www.eocsf.org

Section VI - General Plans

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

A) Provide a description of Recovery Act projects for purposes of creating and sustaining economic growth and employment opportunities. Include a description of targeted individuals and families; services and activities; and how the services and activities are tailored to the specific needs of the community.

The Economic Opportunity Council of San Francisco (EOCSF) proposes that five of the six projects that will be created as a result of the availability of Recovery Act Funds will be directed at creating or sustaining economic growth and/or employment opportunities. 1) ARRA - CSBG funds will be used to support a California Department of Education Child Development Program. targeted individuals and families are low-income San Francisco residents who require child care services to enable their employment /training /seeking employment needs. 2) ARRA-CSBG funds will be used to support a Family Resource Center. The Potrero Hill Family Resource Center is sited within a Public Housing Development. Targeted individuals and families are low-income Potrero Hill Terrace and Annex Public Housing residents who rely on the range of services provided by the center to meet basic needs; to acquire individual and family skills to promote enhanced family functioning, and to assist the family members with their employment goals. 3) ARRA-CSBG funds will be used in a public-private partnership with the City and County of San Francisco. We are working with the Mayor's Office of Economic Workforce Development. Two projects are envisioned. We will fund a RAMP-SF cycle so that low-income residents of the Hunter's View Public Housing Development can be made job ready for the demolition and laborer jobs that will be coming on-line in November 2009 as part of the City's HOPE SF renovation project. 4) We will augment the funding for the Green Academy that will be located at the old Hunter's Point Naval Shipyard. Program graduates of the Green Academy will be hired to perform toxic cleanup and remediation work at the old ship yard site. Targeted individuals and families are low-income residents of public housing. 5) ARRA-CSBG funds will fund a training program for EOCSF Child Development staff so that they can acquire the formal education to qualify themselves for a higher position within the Day Care Center. EOCSF has always sought to recruit low-income and minority group members for available positions. Aide work at the day care centers is a natural starting point. This program would assist low-income workers to acquire skills and knowledge to be able to advance their careers.

B) Provide a description of the service delivery system for Recovery Act projects for purposes of providing a wide range of innovative services and activities. Include a description of the geographical area served.

CSBG Recovery Act Local Plan

Geographically, the Economic Opportunity Council serves residents of the City and County of San Francisco. The service delivery system as employed by EOCSF is crafted by the agency's Community Action Plan. The needs of the community; the requirements of the CSBG Act; as well as the available funding supports help create the network of programs that we are able to offer. When funding opportunities present themselves we are guided by the EOCSF Strategic Plan that was adopted by the board of directors in 2008. One example of an innovative effort is the partnership with the Starr King Elementary School. The school was faced with a very trying academic environment as there were a great number of family issues that led to Child Protective Services referrals. EOCSF partnered with the Starr King School to create a Wellness Center that sought to be proactive in assisting families with their problems and issues before the situation escalated to the need for CPS referrals. In the past year, the number of CPS referrals has dropped by over 150%.

CSBG Recovery Act Local Plan

C) Describe how your agency will use Recovery Act funds to meet the short-term and long-term economic and employment needs of individuals, families and communities.

We feel that we are in concert with the spirit of the Recovery Act funding priorities. Five of the six projects that we will fund through ARRA-CSBG funds are directed at meeting the economic and/or employment needs of individuals, families or the community. For the long term, support for our Child Development Staff educational and training needs will allow for career enhancement and the ability to gain a higher level of earnings as well as increased responsibilities over the length of the individual's career. Support for the two projects that are to be operated in conjunction with the Mayor's Office of Economic Workforce Development are also seen by EOCSF as long term in that ideally careers will begin. In the short term, rental assistance, the activities of the Potrero Hill Family Resource Center and the child care centers addresses the immediate needs of low-income residents of San Francisco.

D) Provide a description of how linkages will be developed to fill identified gaps in services, through the provision of information, referrals, case management and follow up consultations.

EOCSF will use Recovery Act funding to support a local Family Resource Center. The EOCSF - Potrero Hill Family Resource Center is one of a number of neighborhood or population based Resource Centers that have access to local funding. The range of services provided at our Resource Center include the provision of information and referral; basic needs assistance; parenting education series; parent/peer support groups; parent/child interactive activities; linkages for school aged children/teens; community building through outreach and by creating neighborhood connections and collaboration; case management of families; and linkages with Child Welfare Services. The Resource Centers along with other Family Service Providers meet monthly to discuss the identified gaps in services that we know exists. Clearly the amount of available resources cannot meet all of the identified gaps in services.

E) Provide a description of how Recovery funds will be coordinated with other public and private resources, to avoid duplication and/or supplanting.

Expanding beyond the scope of the Family Resource Centers, EOCSF creates linkages through public-private partnerships and through a Convener process which seeks to bring all stakeholders to the table to not only identify gaps in service but to see that scarce resources are not duplicated for particular populations and missing for others.

F) Provide a description of how the funds will be used to support innovative community and neighborhood based initiatives related to the purposes of the Recovery Act, which promotes food, housing, health services and employment-related services and activities.

EOCSF will utilize a portion of the Recovery Act funds to support the Potrero Hill Family Resource Center. One example of an innovative effort is the partnership with the Starr King Elementary School. The school was faced with a very trying academic environment as there were a great number of family issues that led to Child Protective Services referrals. EOCSF partnered with the Starr King School to create a Wellness Center that sought to be proactive in assisting families with their problems and issues before the situation escalated to the need for CPS referrals. In the past year, the number of CPS referrals has dropped by over 150%. Recovery Act funds will allow EOCSF to continue to partner with the Starr King Elementary School to promote greater family functioning. A second community based initiative that EOCSF envisions has the agency utilizing a portion of the Recovery Act funds to partner with a public-private partnership or with a EOCSF - community based organization partnership to enhance the City's capacity to provide emergency rental/eviction prevention assistance. Given the increasing underemployment of low-income families, many families are driven to the brink of homelessness. The San Francisco Human Services Agency through its Housing and Homeless Programs provides a model for an emergency assistance program. The one time rental assistance requests are screened by a public-private review committee whose meetings are held at the St. Anthony's Foundation. Recovery Act funds will be utilized by EOCSF for the purpose of helping families with their emergency rental/eviction needs.

G) Provide a description of the community-needs assessment (which may be coordinated with community-needs assessments conducted for other programs).

CSBG Recovery Act Local Plan

EOCSF's 2010/2011 Community Needs Assessment was developed and represents the most up to date and relevant information related to the families and community of San Francisco. To accomplish this, EOCSF collected data related to our service areas with the input and support of state and city agencies (Department of Children, Youth Their Families; First Five; Childrens Council; Department of Public Health; San Francisco Unified School District; Police Department; Housing Authority; One Stop Center; and more. Also, EOCSF explored a variety of data sources including community needs assessments; community input; governmental department summaries; demographic information related to community health and social welfare, national census records, and local and regional news reports. As a result of understanding the unique and distinctive needs of the most diverse city, our Needs Assessment will establish our approach and direction for the next two years.

H) Provide a description of the service delivery system for benefit enrollment coordination activities for purposes of identifying and enrolling eligible individuals and families in Federal, State, and local benefit programs. Include a description of the geographical area served and a listing of sub-grantees provided the services and service areas.

San Francisco's Family Resource Centers represent a network of community or population based community service providers that all have basic information and referral as one of their objectives. However, a number of years ago the service providers in San Francisco all felt that there must be a better way for the public to get access to resources and benefit programs. From those meetings the idea for 211 emerged. 2-1-1 San Francisco is a toll-free, confidential 24 hour, multilingual service that provides Information and Referral (I&R) to health and human services in San Francisco County. HELPLINK staff provides four basic services: 1. Assess each caller's needs, cultural and language requirements, geographic location and eligibility for programs and services, 2. Provide referrals to agencies for the caller to contact from the HELPLINK Resource Database, which is the "backbone" of the 211 service, 3. Track, follow up and analyze calls and caller demographics, 4. If necessary, assist callers in event of language or other barriers.

2-1-1 San Francisco Provides callers with information about and referrals to human services for every day needs and in times of crisis.

This includes the following: Basic Human Needs: food, clothing, shelter, rent assistance, utility assistance. Physical and Mental Health Resources: medical information lines, crisis intervention services, support groups, counseling, drug and alcohol programs, community clinics, Medi-Cal and Medicare, maternal health, children's health insurance programs. Employment Services: job search assistance, unemployment benefits, financial assistance, job training and placement, education programs, vocational skills assessment. Support for Seniors and Persons with Disabilities: independent living skills workshops and adapted devices, home health care, adult day care, congregate site and home delivered meals, respite care, transportation, and homemaker services. Support for Children, Youth, and Families: quality childcare, homework assistance and after school programs, Head Start, family resource centers, summer camps and recreation programs, mentoring, tutoring, protective services. Volunteer Opportunities and Donations: local volunteer centers, donation drop-off and pick-up services, distribution of donated goods, thrift stores.

CSBG Recovery Act Local Plan

J) Describe your education and outreach projects to advertise and market the Recovery Act services and outcomes.

In addition to the posting of the Plan on our website we will be publicizing our child care program on Muni Railway ads and on posters in the low-income communities. The RAMP-SF program and the Green Academy will be publicized in local community newsletters and at community job and resource fairs.

Section VII - Energy Coordination

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

A) Describe how your agency has/will establish a mutual referral service agreement with your local energy provider to ensure that clients receive services that support their progress towards achieving self-sufficiency.

The Economic Opportunity Council of San Francisco has met with our local energy provider - Pacific Gas and Electric Company -- on a number of occasions over the years. From the meetings we receive referrals of PG&E clients that have a shut off notice or who are significantly behind in their PG&E payments. While we would like to refine the process so that individuals who are over income are screened at the PG&E offices, it is important that low-income residents of San Francisco are made aware of our services. In a similar fashion, clients that are served in our Home Energy Assistance Program (HEAP) are automatically enrolled into the CARE Program that is offered by PG&E. For those individuals that need financial assistance beyond what the HEAP Program can provide, we refer them to the REACH/Salvation Army Program as sponsored by PG&E.

B) Describe the activities your agency will conduct to actively coordinate with the local energy program in employment training and job placement of clients.

The Economic Opportunity Council of San Francisco operates both the Community Programs that are funded through the Community Services Block Grant and the Energy Programs that are funded through LIHEAP and the Department of Energy. Coordination is accomplished in-house. Job announcements are posted in all of our program sites, including our day care centers, food pantry and family resource center. Job announcements are posted on our web site as well. EOCSF does not conduct employment training workshops. Whenever, employment related training workshops are available we strive to have all appropriate staff attend.

Section VIII - Workforce Development Projects and Activities

In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be administered by your agency. For each project or activity, include the following: title, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

A.1) Project/Activity #1

Title	EOCSF Child Development Program Support
Cost	\$500,000
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained # 130
Description	Recovery Act Funds will be utilized to support the California Department of Education funded Child Development Program. The Child Development Program provides day care services to over 300 children on a daily basis, year round. The parent(s) or primary caregiver of the children must have an employment related need for the service to be provided. Generally, parent(s) are employed or in training with a employment goal in mind. Without the support of the Recovery Act Funds this needed service would be compromised.

A.2) Project/Activity #2

Title	Potrero Hill Family Resource Center Support
Cost	\$75,000
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained # 5

CSBG Recovery Act Local Plan

Description	Recovery Act Funds will be utilized to support the Potrero Hill Family Resource Center and the Food Pantry. Reductions in funding support from the City and County of San Francisco would result in the closing of the Potrero Hill Food Pantry. Meeting one of the basic needs -- weekly foodstuffs -- of 85 families in the Potrero Hill Public Housing Development would be saved through the use of Recovery Act Funds.
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CSBG Recovery Act Local Plan

A.3) Project/Activity #3

Title	Child Development Program Staff Development Project
Cost	\$75,000
Est. # of Jobs	<input type="checkbox"/> Created # 11 <input type="checkbox"/> Retained #
Description	Recovery Act funds will be used to enhance the skills and educational achievement of current Child Development Program staff. This will enable the current staff to hold higher positions within the program and create openings for other low-income individuals to be employed in our program.

A.4) Project/Activity #4

Title	
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #
Description	

A.5) Project/Activity #5

Title	
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #
Description	

In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be carried out by a delegate agency or other service provider pursuant to a subcontract with Recovery Act funds. For each project or activity include the following: title, subcontractor name, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

B.1) Subcontractor Project/Activity #1

Title	RAMP-SF Program
Subcontractor	Mayor's Office of Economic Workforce Development
Cost	\$350,000
Est. # of Jobs	<input type="checkbox"/> Created # 75 <input type="checkbox"/> Retained #
Description	The RAMP-SF Program is a paid work training program for low-income residents of Public Housing. In San Francisco the HOPE SF program is designed to renovate four of the oldest and most deteriorated Public Housing Developments. This program will make local community residents work ready for the laborer and demolition jobs that will be opening in November 2009.

B.2) Subcontractor Project/Activity #2

Title	Green Academy
Subcontractor	Mayor's Office of Economic Workforce Development
Cost	\$225,000
Est. # of Jobs	<input type="checkbox"/> Created # 50 <input type="checkbox"/> Retained #
Description	The Green Academy will train low-income residents of Public Housing in basic demolition and renovation skills. Training will also cover the safe removal of toxic or contaminated materials and soils. Graduates of the Green Academy will be employed on the old Ship Yard property performing a wide variety of tasks.

B.3) Subcontractor Project/Activity #3

Title	Emergency Rental Assistance
Subcontractor	To be Determined
Cost	\$148,146

CSBG Recovery Act Local Plan

Est. # of Jobs	<input type="checkbox"/> Created # 0	<input type="checkbox"/> Retained #
Description	This program is designed to meet the needs of low-income residents who have becaome unemployed or underemployed to the point where they need one time rental assistance to stem the possiblity of becoming homeless.	

CSBG Recovery Act Local Plan

B.4) Subcontractor Project/Activity #4

Title		
Subcontractor		
Cost		
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #
Description		

B.5) Subcontractor Project/Activity #5

Title		
Subcontractor		
Cost		
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #
Description		

B.6) If you specified any project/activity in B.1 – B.5, describe the process you will use to select the above subcontractor(s) to provide services funded in part or totally by the Recovery Act funds.

For the public -private partnerships we will directly negotiate with the City Agency or Department. For funds / programs that there may be a number of Community Based Organizations that will have an interest, EOCSF will prepare a bid packet and inform the CBO community of the availability of funds.

In the section below list all projects or activities that will be funded in part or totally by Recovery Act funds, the applicable National Program Indicator (NPI) and a description of the project or activity.

C) Under the regular CSBG program, eligible entities use funds to provide services and activities addressing unemployment, education, better use of available income, housing nutrition, emergency services and/ or health to combat the central causes of poverty. Such services continue to be supportable under the CSBG Recovery Act. ***In recognition of the intent of the Recovery Act, agencies are encouraged to support employment related services and activities that create and sustain economic growth.***

<i>NPI</i>	<i>Project or Activity</i>	<i>Description</i>
NPI 1.2 Employment Supports	EOCSF Child Development Program Support	Recovery Act funds will allow the continuation of the Child Development Program. Child care services are vital to the 300 families that would not be able to be employed, in training or seeking employment without the provision of these services
NPI 1.1 - Employment	EOCSF Child Development Program Support	Recovery Act funds will allow the continuation of the Child Development Program. 130 individuals will maintain or be retained as a result.
NPI 1.1 - Employment	RAMP-SF Program	A stipend based training program designed to assist low-income residents of public housing become job ready.
NPI 1.1 - Employment	Green Academy	A stipend based training program designed to assist low-income residents of public housing become job ready.
NPI 1.2 Employment Supports	EOCSF Child Dev. Program - Staff Development Project	A program that will enhance the careers of the Child Development Program staff and which will enable EOCSF to fill vacant Teacher and Site Supervisor positions.
NPI 2.1 Community Improvement and Revitalization	EOCSF Potrero Hill Family Resource Center Support	Recovery Act funds will facilitate an increase in the number of opportunities and community resources for low income people in the community
NPI 6.1 Emergency Assistance	Emergency Rental Assistance	The bitter economic climate has many families unemployed or underemployed. The result is that many more families are seeking emergency rental assistance so that they do fall into homelessness.

CSBG Recovery Act Local Plan

D) Provide a description of planned infrastructure investments, the purpose, total cost and the rationale for funding the infrastructure investment with funds made available under the Recovery Act. (Capital Improvements are not allowable costs per P.L. 105-285 Sec. 678F)

We do not currently have any planned infrastructure investments that would be funded through the Recovery Act Funds.

E) Will your agency use a portion or all the Recovery Act funds for administrative costs? Check the appropriate box.

☒ Yes, our agency will use a PORTION of the Recovery Act funds for administrative costs.

☐ Yes, our agency will use ALL of the Recovery Act funds for administrative costs.

☐ No, our agency will NOT use any of the Recovery Act funds for administrative costs.

E.1) If you checked one of the "YES" boxes in E, explain how the funds allocated to administrative costs will be tracked to a measurable outcome.

The Economic Opportunity Council of San Francisco will use a small portion of the Recovery Act Funds for administrative costs. We anticipate using approximately 9% per each individual project for administrative costs. As the administrative costs will be allocated by project, the accounting or tracking of the administrative costs will follow. Administrative costs will follow our "regular" CSBG budgeting. Typically, these costs include the expense of our audit, payroll costs, accounting costs and general administrative overhead costs.

Section IX - Required Disclosures

For each question in this section, disclose any unresolved findings and/or recommendations, or any legal proceedings.

A) List all non-CSD funded programs administered by the agency within the past three (3) years that have unresolved findings and/or recommendations or have been terminated as a result of deficiencies.

There are no non-CSD funded programs administered by the agency within the past three years that have unresolved findings and / or recommendations or have been terminated as a result of deficiencies.

B) List all legal proceedings the agency is currently involved in or has been in the past three (3) years. Include a brief description of the proceeding and the outcome. If the proceeding is currently, active provide the status.

There are no current legal proceedings nor has there been any in the past three years that the Economic Opportunity Council of San Francisco has brought or been named in.

Section X - Barriers

For each question in this section, provide information on potential barriers to your agency's success.

A) Identify any barriers that your agency feels it may face in meeting the requirements of the Recovery Act (i.e., subcontracting, staffing, workforce development, compliance with reporting, performance).

There are significant challenges to the Recovery Act funding. Cash flow will be a large issue for EOCSF. We would want to see as great an advance as possible. As we go forward with our negotiations with public ie. San Francisco City Departments the issue of advances and reporting requirements are always on the top of the list. The inclusion of administrative expenses will assist our efforts as we will incur legal expenses to insure that the Agreement in our public-private partnership meets the Recovery Act funding standards.